



Co-Program Manager

Rain City Rock Camp

Seattle, Washington

Position will remain open until filled. Applications will be accepted on a rolling basis.

Join our dynamic music and gender + racial equity organization! Rain City Rock Camp seeks a full-time Co-Program Manager who is a collaborative leader with skills in equipment and gear management, project management, and data and evaluation. See below for job description and qualifications, and instructions on applying.

FULL TIME ⚡ COLLABORATES WITH FELLOW CO-PROGRAM MANAGER ⚡ REPORTS TO EXECUTIVE DIRECTOR

Overview

Rain City Rock Camp is a Seattle-area nonprofit that empowers girls, women, trans and nonbinary youth and adults to thrive in a community of allies and activists, using music as a tool to inspire creative expression and advance equity.

Founded in 2008 as a passion project to inspire belonging and liberation through music, Rain City Rock Camp is a robust organization engaging 400+ women, girls, and gender expansive individuals each year. Our community and impact has expanded to year-round programs including the Seattle Summer Camp, Adult Rock Camp, Amplified Teen Voices (youth leadership program), Advanced Music Program, and Umbrella workshops. Last year we expanded our facilities to include the Umbrella, to enable year round RCRC programming and a community space for practice/rehearsal space and gatherings.

Our staff is a small and collaborative team that values and seeks team members who are innovative, flexible, professional, fun, responsible, and solution-oriented.

Position Description

Rain City Rock Camp is seeking its next Co-Program Manager to further our strategic goals and mission of the organization. The RCRC Co-Program Managers are the primary point people for all RCRC programs, and are responsible for building and keeping RCRC's musical and social-justice oriented curriculum current. They cultivate and manage school and community partnerships, volunteer training, and program development. They supervise program staff and work collaboratively with them from program planning through execution and evaluation. They work closely with youth ages 8-18 and a corps of hundreds of volunteers. The Co-Program Managers work with the Executive Director to set objectives and analyze outcomes according to the RCRC Strategic Plan, and help set and adhere to organizational budgets.

The successful candidate will be joining a team of awesome co-workers in a casual setting, with on-site requirements during camp and programming, sometimes in our small office, and remotely as appropriate. The ideal candidate thrives in an all-hands on deck team culture and has experience in gear maintenance, project management, and music/arts and social justice curriculum development. Our organization is growing, and we seek a new member of the team to focus on creating and managing programming that is accessible, sustainable, and has capacity for further growth.

Develops, Plans & Manages Programs

- Identifies and sets goals/objectives/benchmarks around a set of core competencies for participants, largely based on the Youth Program Quality Initiative (YPQ).
- Manages participant recruitment, enrollment, and tuition payment (including financial aid).
- Plans and facilitates volunteer training.
- Establishes and maintains relationships with schools to build in-school and out of school time opportunities.
- Attends all staff meetings with the admin team, and conducts staff meetings with program staff.
- Manages RCRC's equipment inventory, including but not limited to: purchasing, donation management, light maintenance, gear plans for each program.
- Documents, revised, and supplements current curriculum and resources (musical, youth development oriented, and social justice).
- Researches community-based learning best practices and Black feminist roots of rock music, incorporating into program and development and instructional strategies.
- Identifies barriers to participation and operationalizes areas of improvement to increase youth and adult engagement.
- Serves as an RCRC representative and ambassador in regional tabling and speaking opportunities.
- Developments ongoing relationships that advance RCRC's mission, progressing our organizational work in gender and racial equity.

Current RCRC Programs

SUMMER CAMP (SEATTLE/TACOMA)

Week-long day camps for girls, trans boys and girls, and nonbinary youth ages 8-17. Campers come for a weeklong crash course in playing an instrument, songwriting, social justice, and empowerment workshops. At the end of the week, campers perform their original song with their band at a local live music venue. Campers do not need to have any prior music experience and all instruments are provided.

AMPLIFIED TEEN VOICES (ATV)

The ATV Program is for teens with a passion for exploring the impact young people, people experiencing gender marginalization, and people of color make on the Seattle and global music scene. It is RCRC's dynamic leadership training, packed with gear-knowledge-centric curriculum and opportunities to work with other like-minded organizations to make change in our communities.

ADVANCED MUSIC PROGRAM (AMP)

AMP at MoPOP is a program for teens ages 14-19 with prior music experience. The workshops and classes in this program are geared towards deeper music theory learning and tools for collaboration. Participants must have prior music experience on guitar, bass, drums, vocals or keyboard/piano.

ADULT ROCK CAMP (ARC)

ARC is a weekend day camp designed for adults over 21 years old. It is an opportunity for women, trans men and women, and nonbinary adults to explore their creative potential in a supportive community, and serves to grow the volunteer and mentor corps of RCRC.

UMBRELLA WORKSHOPS

Launched in 2021, the Umbrella is RCRC's new incubator for gender and equity programming. Through the Umbrella, we host a series of free and affordable youth and adult workshops to explore topics relating to music education, history, and community-based activism. These workshops allow us to experiment with new topics and curricula that expands on what we can offer through other programs.

OUT OF SCHOOL TIME PROGRAMS & COMMUNITY PARTNERSHIPS

Offerings for schools or community partners with music education and social justice curriculum.

Ideal Candidate

We seek a Co-Program Manager who brings their strengths, experiences, and curiosities for growth into their role - not a perfect match. As a learning organization, we are committed to making space for vulnerability, observations of patterns, and questioning for values alignment. In that spirit, we seek a candidate who reflects many of the following attributes and skills:

Qualifications

- Broad knowledge of music, music learning/education, and facilitation
- Experience developing leadership and mentorship programs
- Strong verbal and written communication skills
- Strong project management skills (including budgets, spreadsheet management, and timelining)
- Knowledge of gear maintenance for electric and rock instruments
- Experience with inventory management
- Experience with data and evaluation
- Ability to use a broad range of computer software, largely on Macs
- Access to a car (with full insurance) to attend events and program sites
- Experience with working in communities of color, LGBTQIA+ communities, youth, and/or gender marginalized communities
- An equity based understanding of race and gender, and experience facilitating group conversations on unlearning and addressing systemic oppressive practices

Core competencies for success in this role

- Commitment to racial equity and social justice, particularly in dismantling white supremacist dominant culture and examining the ways we collude with its practices
- Commitment to co-partnership in managing RCRC programs; enthusiasm for teamwork. Our approach to these co-manager roles is that the work of developing, facilitating, innovating, and process review is richer and exponentially more possible with two people than one.
- Values creative brainstorming, silliness, honoring our culture of support, and voicing your needs
- Highly organized and detail-oriented, including completing projects on deadline
- Dependable and reliable
- Creative thinker who works to identify core issues, and can develop non-traditional solutions

Additional Details and Application Instructions

This position is 40 hours a week, hourly, with a pay range of \$45,000-50,000 annually DOE. Includes employer sponsored medical/dental, vision, life, and long-term disability insurance. 10 days of sick leave, 10 days of paid time off, 10 paid holidays (including the week from Dec. 25 - Jan. 1 off), 2 days of volunteer time off, and monthly cell phone allowance. Work flexibility through hybrid/remote work options as appropriate, with some required in-person activities. Our administrative office is located in the Central District. Staff members are required to present proof of COVID-19 vaccination.

Please visit our website at www.raincityrockcamp.org for more information about RCRC. To apply, please send a cover letter, summarizing your interest and qualifications, along with your resume, to jobs@raincityrockcamp.org. Please use your cover letter to speak specifically to your experience with music program development, instrument and equipment management, and equity-based programming. We're eager to learn how your professional and lived experiences can contribute to our values of building a diverse and welcoming community. Applications will be reviewed on a rolling basis. For priority consideration, we encourage you to apply as soon as possible. Position is open until filled. People of color, women, trans people, and gender expansive people are strongly encouraged to apply. RCRC is an Equal Opportunity and queer-friendly employer.